

1283770 Alberta Inc. o/a

J.C. Industries

Bulk Water Systems Manual

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JC Industries Touchpad Water Control Systems

Operation Manual

In this Operation Manual the following items are high-lighted:

- Screen text quoted are in *“Italics”*
- Keypad keys to press are in **Bold**.

Your JC Keypad system has pre-set account and passwords installed in the unit (as per requested).

Each account holder would be given an account number and the included password.

Your system will manage approximately 1000 accounts.

Typical Use by Customer

The account holder would place the filler hose into his tank. Step to the Keypad screen & begin the fill session.

Start Screen

The first screen displayed is the Start or Welcome Screen. To begin the filling of tanks, please follow the steps below.

1. Using the numerical keypad enter your account number where *“Account #”* is indicated. A box curser is displayed where information will be entered. Follow by pressing the **Enter** Key.
2. Move the box curser to the *“Password”* area using the Green **Down Arrow** Key.
3. Enter the 4 digit password number followed by the **Enter** Key.

If the Account Number & Password are correct the unit will switch to the Operation Screen.

Operation Screen

From the Operation Screen the account holder starts the water flow, stops the water flow and ends the fill session.

On the Operation Screen, there is displayed the current total water in either *“0000 L”* or *“0000 Gal”(Imp)*. The current account number is also displayed in the upper right corner *“Acct. 000”*.

- Press the **F3** Key to start the flow of water.
- Press the **F4** Key to temporarily stop the flow. A timer will start now. You have Two (2) minutes to make adjustments (e.g. to change tanks).
- Press the **F3** Key to again resume the flow. If not restarted within the 2 minute limit, your session will end & the screen will return to the Start Screen.
- Press the **F1** Key to stop the flow and end the session. The session fill total will be saved to your account total. The screen will return to the Start Screen.

Menu Screen

From the Menu Screen, the System manager can select from four (4) functions; 1 – New Account Screen, 2 - View Acct. Screen, 3 - Reset Total Screen, 4 - Set Up Screen.

When at the Start/Welcome Screen, the Menu Screen is accessed by pressing the **F1** and **F3** keys together. A Password Screen appears to allow access to various management areas. The system manager enters the Access Password (4 digits), and the system switches to the Main Screen.

1-New Account Screen

Press **F1** Key for the New Account Screen. To open a new account the manager would select the next unused account number, then press the **Enter** key followed by pressing the **F3** key to set the new account in the unit. Now press the **F4** key to change screens to set the password.

The Welcome Screen appears. Enter the account number then press the **Enter** key. The Password Screen appears. Enter a password and press the **Enter** key. Use the **Down Arrow** key to move the box cursor to the password “Verify” location. Re-enter the password for the second time, followed by the **Enter** key.

The password is now set.

The System Manager from the New Account Screen can perform two more tasks. The manager would enter an existing Account # at the “*New Account*” box cursor location, followed by the **Enter** Key. The current status & water total of the Entered Account # will appear. By pressing **F2** Key the manager can re-activate a delinquent Account... or deactivate a current Account..., but the Account information is still valid and saved. At this point the Account information at the bottom of the screen indicates: “*Account Okay?*” either “*Yes*” or “*No*” is displayed telling the manager whether the Account is Active or Not. Pressing **F2** Key changes the setting.

The third task at the New Account Screen allows the manager to reset an individual Account totalizer. By pressing the **F1** Key, the manager can reset the displayed water “*Total*” to zero.

2-View Account Screen

From the View Account Screen the manager can view and print current accounts and their totals. First check that the printer power is turned on and that the printer has paper loaded, plus the printer is “on line”. Enter the account #1 in the upper right corner of the screen in the box cursor and press the **Enter** key, immediately followed by the **F1** key to start the printer. Account #1 and the following accounts will be displayed in litres or gallons (Imp.). this screen updates itself every few seconds and the data is printed as it appears in the View Account Screen, until the end of the Valid Accounts list is reached. To exit from this screen, press the **F4** key.

3-Reset Total Screen

Select Reset Total Screen from the Menu Screen by pressing the **F3** Key. This will switch to the “*Totalizers Reset*” screen. To reset All totalizers at once Press Keys **F1 and F3** together or Press **F4** Key to exit the Reset Screen. When **F1 & F3** are pressed this will switch to the “*Confirmation !*” Screen. This screen asks “*Do you WANT to reset?*” Press **F1** to answer “*Yes*” or **F4** to answer “*No*” and exit this screen.

4-Set Up Screen

The Set Up Screen is to set the unit for litres or gallons. This is regulated to the water meter. To set litres/gallons per pulse select the amount and enter it in the box cursor and then press the **Enter** key to set.

This screen is also for setting or changing daylight savings time. Use the **Down Arrow** key to move the box cursor to the daylight savings box. Select “1” for daylight savings time or “0” to default daylight savings time. Then press the **Enter** key to set. Usually the Set Up Screen is pre-set but can be changed to suit the customer.

Smart Card

The unit is equipped with a smart card which records all transactions, date, time, amount of water and account numbers. The card starts a new file monthly for your records.

To install and remove the smart card: Open swing door with key to expose the PLC, serial port and smart card slot. Remove smart card cover (located on the PLC – left side of the serial port) by pulling the top towards you. Insert the smart card with the J.C. Industries logo to the left – push the card in the provided opening. The system will automatically update the card. To remove the smart card, push the power button located above the smart card opening until the green light flashes, then push the button on the bottom of the smart card opening to release the card. Remove it by hand. The card can then be downloaded into your computer using an interface to the USB connector. It will provide a spreadsheet accessed from the notebook or Notepad program, listing the accounts and water usage. **CAUTION: DO NOT** remove the card without disconnecting the power source. All new units have the smart card already installed and ready for use.